FISCAL NOTE

Ordinance/Motion: FY14 1st Supplemental Omnibus

Title: Check Processing Equipment, Software and DOL Mainframe System Integration

Requesting Agency: RECORDS AND LICENSNG SERV. (EN_A47000)

A new check endorsment machine was acquired in 2012, however the remaining check handling equipment, software, and Department of Licensing (DOL) mainframe integration was not completed by year's end.   This project was delayed pending working through the details and receiving DOL direction and approval. RALS continues to work with DOL in an effort to implement the new equipment and complete the software integration.

	FY14	FY15	FY16	FY17	FY18
REVENUES					
EXPENDITURES					
CAPITAL OUTLAY (56000)	128,232				
Total Expenditure	128,232				
Net Impact	-128,232				

Notes

1. $128,232 reflects the residual balance from a total $150,000 appropriated in 2012 for this activity, pending additional information needed from State policy decisions.

2. This future cost obligation is being paid for out of a more than $298,000 surplus returned by RALS in 2013 to the General Fund. The total sum of reappropriation requests from RALS is $247,232.

FISCAL NOTE

Ordinance/Motion: FY14 1st Supplemental Omnibus

Title: Recorder's Office Relocation to the 4th Floor

Requesting Agency: RECORDS AND LICENSNG SERV. (EN_A47000)

The Recorder's Office is vacating their third floor space in the Administration Building and relocating to the fourth floor to accommodate a new third floor tenant. Department of Executive Services - Records and Licensing Services Division (DES-RALS) and Department of Executive Services - Facilities Management Division (DES-FMD) have been planning the move for several months however RALS was not in a position to

	FY14	FY15	FY16	FY17	FY18
REVENUES					
EXPENDITURES					
INTRAGOVERNMENTAL SERVICES (55000)	70,000				
Total Expenditure	**70,000**				
Net Impact	**-70,000**				

Notes

1. $70,000 of this project is being paid for out of surplus returned by RALS in 2013 to the General Fund.

2. The remaining costs of the move are funded by a 2013 contribution of $75,000 from DES Administration, and $42,968 in 2014 rent savings.

FISCAL NOTE

Ordinance/Motion: FY14 1st Supplemental Omnibus
Title: Records Center and Archives Facility Master Planning
Requesting Agency: RECORDS AND LICENSNG SERV. (EN_A47000)

The Records Center and Archives programs are at capacity at the East Fir facility. There are many different options, short and long term, that need to be considered. External consulting assistance will help DES-FMD and DES-RALS to establish a clear problem statement, timeline, and path to begin evaluating and prioritizing the options, in preparation for the 2015-16 Biennial Budget Process.

	FY14	FY15	FY16	FY17	FY18
REVENUES					
EXPENDITURES					
SERVICES-OTHER CHARGES (53000)	30,000				
Total Expenditure	**30,000**				
Net Impact	**-30,000**				
Notes					

1. This initial research project is being paid for out of a more than $298,000 surplus returned by RALS in 2013 to the General Fund.

FISCAL NOTE

Ordinance/Motion: FY14 1st Supplemental Omnibus					

Title: Postage Machine Integration and Reporting Tools

Requesting Agency: RECORDS AND LICENSNG SERV. (EN_A47000)

This is for Pitney Bowes "Business Manager" software to facilitate consolidated postage account reporting, and expanded customer account numbers to align with POETA coding now used by Mail Services customers. RALS anticipated procurement in 2013, but was unable to complete the needed procurement and vendor work prior to the end of the year.

	FY14	FY15	FY16	FY17	FY18
REVENUES					
EXPENDITURES					
SUPPLIES (52000)	19,000				
Total Expenditure	19,000				
Net Impact	-19,000				

Notes

1. This planned expenditure is being paid for out of a more than $298,000 surplus returned by RALS in 2013 to the General Fund.